

# NOTICE

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION  
Air Traffic Organization Policy

N JO 1370.45

Effective Date:  
May 7, 2010

Cancellation Date:  
May 7, 2011

**SUBJ:** Applications for Waiver to FAA Internet Access Point (IAP) Policy

---

**1. Purpose of This Notice.** This notice shows how you might qualify for, and then apply for, a waiver to implement an FAA internet access point (IAP).

**2. Audience.**

a. We wrote this notice for ATO employees, contractors, and applicants who want a waiver to the number of approved IAPs. Our audience includes information system owners, program managers, and information technology personnel responsible for the security of FAA information and information systems.

b. This order also applies to any person or entity with a written agreement with the FAA to access, use, manage, or oversee FAA information or information systems.

**3. Where Can I Find This Notice.** You can find this notice on the FAA Intranet web site at the URL [https://employees.faa.gov/tools\\_resources/orders\\_notices/](https://employees.faa.gov/tools_resources/orders_notices/).

**4. Current IAP Structure.**

a. FAA Order 1370.83, *Internet Access Points*, paragraph 7a, identifies eight (8) currently recognized and approved FAA IAPs:

Washington headquarters (ASU-500)  
Western-Pacific Region (AWP-40)  
Eastern Region (AEA-200)  
Alaskan Region (AAL-40)

Mike Monroney Aeronautical Center (AMI-1)  
William J. Hughes Technical Center (AJP-7)  
Great Lakes Region (AGL-40)  
Herndon ATCSCC (ASU-500)

b. Today, however, there are many more unrecognized and unapproved IAPs in existence. Given our government-wide mandate to emphasize information security, and following Order 1370.82, *Information Systems Security Program*, we require that IAPs not recognized by Order 1370.83 be supported by a valid Justification for Internet Access Point Request (see Appendix A).

c. This notice introduces a practical and feasible process that lets us manage applications for IAP waivers (supported by Justification for Internet Access Point Requests) from a central point. We'll do this through cooperation among the ATO, the FAA authorizing official (AO), the FAA Assistant Administrator for Information Services and FAA Chief Information Officer (AIO-1).

**5. Starting the Justification for Internet Access Point Request.** The following are the minimum requirements necessary for you to gain FAA certification and authorization of an IAP. You must gain a waiver for it, and to do that you must first write a Justification for Internet Access Point Request for evaluation and approval by the ATO CIO and your Line of Business AO.

a. Prepare and submit a Justification for Internet Access Point Request (see Appendix A) to the ATO CIO, and your Line of Business AO. Both offices are responsible for review and approval. Use the Justification for Internet Access Point Request template and tailor it for the complexity of your waiver request.

(1) Explain in detail your need to maintain proprietary data or to use equipment or software that the ATO doesn't support. Explain your need for an IT infrastructure separate from the FAA.

(2) Demonstrate your financial ability to establish and support the IT infrastructure.

(3) Demonstrate that you have the available technical capacity to install and maintain an IT network that won't damage or interfere with the FAA infrastructure.

b. If your Justification for Internet Access Point Request is approved, you may apply by using the following waiver process.

**6. Completing the Waiver Process.** In a *separate* technical description and specification document (see Appendix B), describe in detail how you will meet the following requirements:

(1) Protecting Personally Identifiable Information (PII).

(2) Data encryption.

(3) System security monitoring for threat identification, mitigation and compliance.

(4) State that you will audit the system security process, at least annually, and

(5) Describe your plan for excluding non-organizationally owned computers from your network.

**7. After AO/ATO-CIO Approval.** If the AO and ATO-CIO approves your Waiver Request for an IAP, you must contact the ATO Information Systems Security Program to conduct a level of effort meeting to determine certification and approval requirements.

**8. After FAA CIO Approval.** If your request for a waiver is approved, expect to undergo an initial and annual security certification and authorization package (SCAP)/annual assessment process. At a minimum you will:

- a. Do penetration testing and demonstration required by the SCAP.
- b. Check network rejection of non-organizationally owned computers.

**9. Benefits of the Waiver Approval Process.**

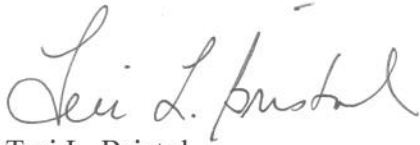
a. This notice ensures that we maintain the availability, integrity, and confidentiality of FAA resources and that individuals and organizations are accountable for the IAP services they install in FAA owned and operated facilities.

b. This notice will also ensure that only authorized entities can gain a waiver, install and maintain IAPs to a level consistent with the FAA standard, thereby enabling compliance with federal regulations and policies.

**10. Related References.**

- Department of Transportation (DOT) Information Technology and Information Assurance Policy Number 2006-22 (revision 1): *Implementation of DOT's Protection of Sensitive Personally Identifiable Information (SPII)*, October 11, 2006.
- FAA Order 1370.79, *Internet Use Policy*
- FAA Order 1370.82, *Information Systems Security Program*
- FAA Order 1370.83, *Internet Access Points*
- FAA Order 1370.84, *Internet Services*

**11. Distribution.** This order is distributed to group level to all ATO headquarters, service area, and service center offices, and to all ATO field offices with a limited distribution.

A handwritten signature in cursive script, reading "Teri L. Bristol".

Teri L. Bristol

Vice President, Technical Operations Services

Appendix A  
Justification for Internet Access Point Request

The following are the minimum requirements necessary for you to gain FAA certification and authorization of an Internet Access Point (IAP). You must gain a waiver and to do that you must first write a Justification for Internet Access Point for evaluation and approval by the appropriate AO.

- (1) Explain in detail why you need a source of access to the internet in an FAA facility other than those already provided by the FAA.
- (2) Explain your need for an IT infrastructure separate from the FAA.
- (3) Demonstrate your financial ability to establish and support the IT infrastructure IAW the ATO Waiver process.
- (4) Demonstrate that you have the available technical capacity to install and maintain an IT network that won't damage or interfere with the FAA infrastructure.
- (5) The following signatures are required on all Justification of Internet Access Point Requests.

---

Chief Information Officer, ATO

---

Senior Vice President, ATO Finance

---

Vice President, Technical Operations Services

Appendix B  
Internet Access Point Waiver Request

Describe in detail how you will meet each of the following technical requirements.

- (1) Describe how you will protect Personally Identifiable Information (PII).
- (2) Describe system security monitoring for threat identification, mitigation and compliance.
- (3) Describe the annual security audit process including procedures for updating the plan.
- (4) Describe your plan for excluding non-organizationally owned computers from the network.
- (5) The following signatures are required on all Internet Access Point Waiver Requests.

---

Chief Information Officer, FAA

---

Chief Information Officer, ATO